**Yes/No – Reference Guide**

# Summary: Yes/No

## Definition

A general Yes/No indicator standardizing values of Yes and No.

## Data Storage and Field Values

Various data elements are defined as Yes/No fields.  Variable names are generically described throughout this section as related to the Yes/No data concept applying to a number of specific data elements.  Data elements defined as Yes/No fields are defined as follows:

| | |
|---|---|
| Variable Name: | Determined by program |
| Type: | character |
| Length: | 1 |
| Reported to CDC: | TBD |
| Field Values: | Y - Yes |
| | N - No |

## Missing Values

If the value of the Yes/No data element is missing, or does not adhere to the CIPHER standard, the data element may be noted as blank to indicate a missing value.  If the program requires the reason the value is missing, use a separate 1-character field to denote the rationale behind the missing data.  The use of a Missing Value Reason data element must adhere to the CIPHER definition and rules associated with missing data as described in Appendix I - Missing Value Reason.

**Processing Overview**

To be defined by the program.

**EDI Summary**

EDI sections are under construction.

**Discussion**

The Yes/No data concept is defined to support collection of various individual data elements requiring Yes/No responses.

# Implementation: Yes/No

The implementation examples noted below are described using generic field labels and variable names as related to the application of the Yes/No data concept to various data elements.  The implementation for a specific use of the Yes/No data concept can be patterned after these generic implementation examples.

### Data Collection: Hardcopy Report Form

Check-box fields on the hardcopy report form are used for the collection of Yes/No data. The reporter can check or mark the box noting **Y** for Yes or **N** for No.  Refer to Figures 1 and 2 below.

**Figure 1:**     **Blank Hardcopy Form section used to collect Yes/No**

**Generic Yes/No Field**
**(select one)**
☐   **Y - Yes**
☐   **N - No**

**Figure 2:**     **Completed Hardcopy Form section used to collect Yes/No**

**Generic Yes/No Field**
**(select one)**
☑   **Y - Yes**
☐   **N - No**

### Missing Values – Hardcopy Form

Examples of hardcopy forms using the associated Missing Value Reason data element can be found in Appendix I – Missing Value Reason. The hardcopy form need only contain a missing value reason if the program requires the rationale for a missing value for Yes/No.

## Data Entry: Electronic Forms

A pull-down menu displays the valid entry options, which parallel the options noted on
the collection report form (**Y** for Yes and **N** for No) as shown in Figures 3, 4, and 5
below.  The portion of the valid entry options displayed outside the parentheses reflects
the data that are stored.

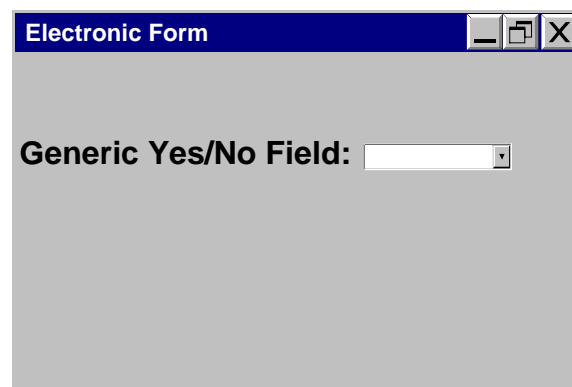**Figure 3:**     **Blank Electronic Form used to collect Yes/No**

Electronic Form

Generic Yes/No Field:

**Figure 4:**     **Blank Electronic Form used to collect Yes/No, pull-down menu enabled**
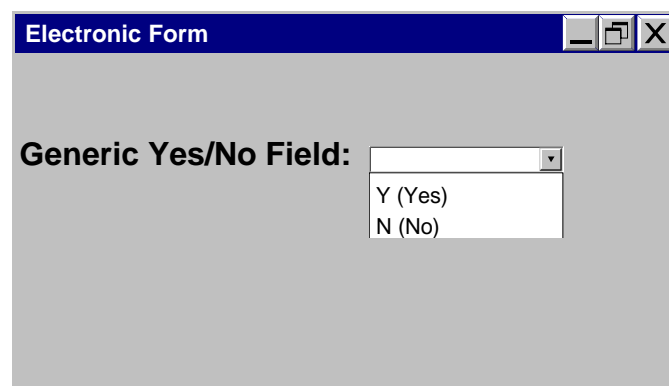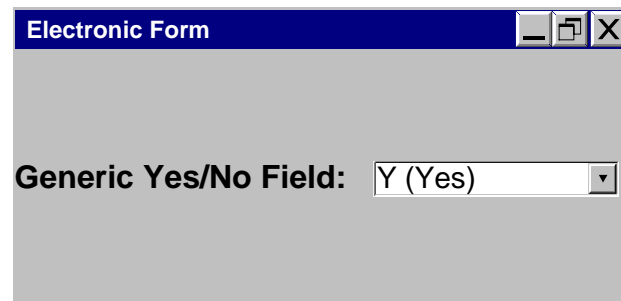
Electronic Form

Generic Yes/No Field:

Y (Yes)
N (No)

**Figure 5:**     **Completed Electronic Form used to collect Yes/No**



**Missing Values – Electronic Form**

Examples of electronic forms using the associated Missing Value Reason data element can be found in Appendix I – Missing Value Reason. The electronic form needs to handle the Missing Value Reason only if the program requires the rationale for a missing value for Yes/No. If the user selects a missing value reason code during data entry, the Yes/No field will be blank and the screen will display the MVR information next to the blank field.

**Data Processing: Validations and Edit Checks**

Data elements entered in the electronic form will be edited as outlined below.  If the program elects to use an associated Missing Value Reason data element for Yes/No, it will be edited as outlined in Appendix I – Missing Value Reason. Specific edit checks/skip patterns are to be defined by the program.

Yes/No:
- Alpha only
- Valid values for the 1-character field are 'Y' and 'N'

## Data Processing: From Hardcopy to Storage

The following example illustrates the flow of information from data collection on the hardcopy form, to data entry into the electronic form, to validations and storage in the database.

The process begins with the blank Hardcopy data collection form used to collect Yes/No:

The Yes/No information is captured on the form, creating a completed Hardcopy data collection form:

The process continues with a blank Electronic form/data entry screen used to capture Yes/No:

The value from the hardcopy form is entered into the Electronic form/data entry screen with the use of a drop-down list of valid values, and then the edits and validations are performed on Yes/No:

The completed Electronic form/data entry screen is redisplayed and Yes/No is stored in the database:

## **Data Transmission: Electronic Data Interchange**

Note:   EDI sections are under construction.